

MINUTES
REGULAR BOARD MEETING
THURSDAY, MARCH 16, 2006, 9:00 A.M.

Board Members Present at Roll Call: Les Abrams, Rod Bolden, Gabe Corral, Tom Heineman, Myra Jefferson, Gaye Rutan, Sarah Vetault. A quorum was present. Board Member Present after Roll Call: Cynthia Henry. Board Members Absent: Lee Ann Elliott.

Also Present at Roll Call: Debb Pearson, Executive Director; Crickett Payne, Regulatory Compliance Administrator; Beth Campbell, Assistant Attorney General.

Les Abrams acted as Chairperson.

The Board pledged allegiance to the flag of the United States of America.

Gabe Corral moved that the Minutes of the February 16, 2006, Regular Board Meeting be approved. Gaye Rutan seconded the motion. The Board voted unanimously in favor of the motion. Gabe Corral moved that the Minutes of the February 23, 2006, Telephonic Special Board Meeting be approved. Rod Bolden seconded the motion. The Board voted unanimously in favor of the motion.

PUBLIC ANNOUNCEMENTS AND CALL TO PUBLIC

David Tracy filed a Call to Public and spoke to the Board concerning condemnation, eminent domain and disposition of complaints 2098/2099/2100, Jan A. Sell and Michael S. Miller.

Sarah Vetault left the meeting. Cynthia Henry joined the meeting. A quorum remained.

COMPLAINT REVIEW

Review and Action Concerning 2004/1005, John K. Senerchia.

Respondent appeared. Gaye Rutan moved that the Board approve David A. LeWin, Certified General Appraiser #30380, as Respondent's mentor, creating a single exception to the Consent Agreement and Order of Discipline dated March 13, 2006. Tom Heineman

seconded the motion. The Board voted 6-2 in favor of the motion. Gabe Corral and Myra Jefferson voted no.

Sarah Vetault rejoined the meeting.

Review and Action Concerning Issues Dealing With Formal Hearing Regarding 1646/1766 (04F-1646-BOA/04F-1766-BOA), Rodney L. Martensen.

Respondent did not appear but was represented by Paul J. Mooney, Esq. Elizabeth A. Campbell, Assistant Attorney General, represented the State of Arizona. Victoria Mangiapane, Assistant Attorney General, Solicitor General's Office, provided legal advice to the Board. The Board, having reviewed the record, heard oral arguments from the parties. Sarah Vetault moved that the Board accept as modified the Administrative Law Judge's Findings of Fact 1-27, inclusive, to read as follows:

FINDINGS OF FACT

1. The Arizona State Board of Appraisal ("Board") is the authority for regulating and controlling the licensing and certification of real property appraisers in the State of Arizona.

2. Rodney L. Martensen ("Respondent") is the holder of Licensed Residential Appraiser License No. 10079 issued by the Board on December 31, 1991. That license permits Respondent to perform certain real property appraisals and appraisal reviews in Arizona.

3. Appraisers in Arizona are required to comply with the *Uniform Standards of Professional Practice* ("USPAP") published by the Appraisal Standards Board of The Appraisal Foundation, which is authorized by Congress as the source of appraisal standards and appraiser qualifications, and approved by the Board.

Docket No. 04F-1646-BOA

Case No. 1646

4. The subject property in this case is a single family residence located at 2813 East Elm Street in Tucson, Arizona. It is located in the Blenman Annex.

5. Respondent was hired to perform an appraisal of the property because the homeowners, the Darlings, were refinancing their loan.

6. Respondent inspected the property on August 8, 2003¹. At that time Respondent was paid the appraisal fee of \$350.00 by the homeowners. Respondent

¹The Board modifies the Findings of Fact to comport with the evidence.

issued his appraisal report on August 28, 2003². He estimated the market value of the property including amenities as of August 8, 2003³, to be \$185,000.00.

7. The subject property has been purchased in April of 2000 for \$126,000.00.

8. The subject property had a main house and a detached guest house. The main house had two bedrooms and one bathroom consisting of 1,270 square feet. The guest house had one bedroom and one bathroom consisting of 914 square feet. The quality of construction for the guest house was less than the main house. The main house was one hundred percent brick construction. The guest house was a wood frame and wood panel construction.

9. A complaint was filed with the Board against Respondent by Gordon Speir, the homeowners' realtor, concerning the alleged delay in Respondent's submission of his appraisal report to the homeowners' refinancing lender. The homeowners allegedly hired another appraiser to complete another appraisal so that it could be timely submitted to the lender for refinancing. The second appraisal was submitted to the lender before Respondent completed his appraisal. The homeowners requested a refund from Respondent for the \$350.00 fee they had paid to him since they had to use the other appraiser's appraisal for the refinancing. There was no complaint about Respondent's valuation contained in his appraisal report. The homeowners later sold the subject property.

10. The Board assigned the complaint to Steven R. Cole, MAI, SRA, who is a contract investigator for the Board, for investigation to determine if Respondent committed any USPAP violations. Mr. Cole is an Arizona Certified Real Estate Appraiser, who may conduct all types of appraisals. Although Mr. Cole has experience as a residential appraiser, his appraisal practice is primarily commercial. Mr. Cole performed an investigation rather than an appraisal review.

11. Respondent's appraisal was done on a standard approved uniform residential appraisal report form.

12. There is no credible evidence that Respondent was given a deadline to submit his appraisal report or that he agreed to a deadline date. He inspected the subject property on August 8, 2003 and submitted his report on August 28, 2003.

²The Board modifies the Findings of Fact to comport with the evidence.

³The Board modified the Findings of Fact to comport with the evidence.

During the time between Respondent's inspection and the submission of his appraisal report, Respondent's computer had crashed and he had a high volume of business due to favorable refinance market conditions.

13. The Board's expert, Mr. Cole, testified that the interval of time between Respondent's inspection of the subject property and the submission of his appraisal report did not violate USPAP.

14. Respondent had personally inspected the interior of the subject property's main house and guest house when preparing his appraisal report. Mr. Cole did not conduct an inspection of the interior of the main house or guest house.

15. The Board's complaint makes the following factual allegation against Respondent:

The subject property has a guest house. Respondent failed to consider sales within the immediate area of the subject property that had guest houses. There were at least seven sales with guest houses within this area that could have been considered. The Respondent used only one of these sales.

16. Mr. Cole opined that "the main problem with [Respondent's] appraisal is his entire lack of any rationale or reasoning for his adjustment for the guest house or lack thereof, and as a result a low opinion of value."

17. The seven sales with guest houses referenced by the Board were potential comparable sales, not comparable sales, identified by Mr. Cole, who was performing an investigation and not an appraisal review.

18. The Board further alleges that "Respondent did not appropriately adjust for differences in building size." The evidence of record supports a finding that Respondent did make appropriate adjustments.

19. The Board alleges that "Respondent did not adequately adjust for the contribution to the value of the subject property by the guest house." Respondent testified that the guest house was an amenity, similar to a swimming pool. The Board presented evidence that the size of the guest house, in relation to the size of the main house, should have resulted in a higher contribution to the value of the total property. There is evidence that the quality of construction of the main house was superior to that of the guest house. Respondent is found to have adequately adjusted for the contribution of the guest house as an amenity to the total value of the subject property.

Docket No. 04F-1766-BOA
Case No. 1766

20. The subject property in this case is a single family residence located at 1826 South Avenida Planeta in Tucson, Arizona.

21. Ryan D. Osheel of Equity One filed a complaint against Respondent with the Board concerning the subject property and another property located on East Kenyon Drive, Tucson, Arizona.

22. On May 24, 2004, the Board issued a subpoena duces tecum to Respondent for his work file and other documentation related to his work on the Avenida Planeta property⁴.

23. During the Board's initial investigation, both properties were referred to as Case No. 1650. Respondent furnished documentation for both properties to the Board.

24. The properties were subsequently assigned individual case numbers. The Board did not prosecute Respondent in Case No. 1650.

25. On or about May 24, 2004, the Board issued a subpoena duces tecum to Respondent for the production of his work file and other documentation of his workfile on the subject property.

26. Respondent failed to respond to the Board's subpoena. He contends that he ultimately did not perform an appraisal of the subject property and had produced all of his work documentation for it when it was being jointly investigated by the Board.

27. Respondent is found to have failed to comply with the Board's subpoena. If Respondent's contention that he had previously submitted all of his work documents for the subject matter to the Board were true, at a minimum he should have communicated that to the Board, but he did not.

Tom Heineman seconded the motion. The Board voted unanimously in favor of the motion. Sarah Vetault moved that the Board accept the Administrative Law Judge's Conclusions of Law 1-4, inclusive, to read as follows:

CONCLUSIONS OF LAW

1. The Board has jurisdiction over Respondent and the subject matter in these two cases.

2. Pursuant to A.R.S. §41-1092.07(G)(2), the Board has the burden of proof in this matter. The standard of proof is a preponderance of the evidence. A.A.C. R2-19-119(A).

⁴The Board modifies the Findings of Fact to comport with the evidence.

3. In Docket No. 04F-1646-BOA/Case No. 1646, it is concluded that the Board failed to sustain its burden of proving that Respondent violated the provisions of A.R.S. §§ 32-3631(6) and (7).

4. The conduct described in Docket No. 04F-1766-BOA/Case No. 1766 constitutes a violation by Respondent of A.R.S. § 32-3631(A)(8) for violating the Board's subpoena duces tecum issued pursuant to A.R.S. § 32-3631(C). It is concluded that disciplinary action is warranted for Respondent's failure to comply with the Board's subpoena duces tecum issued pursuant to A.R.S. § 32-3631(C).

Rod Bolden seconded the motion. The Board voted unanimously in favor of the motion. Gaye Rutan moved that the Board modify the Administrative Law Judge's Order. The motion was withdrawn. Tom Heineman moved that the Board find Level III Violations and adopt the Administrative Law Judge's Order. The motion died for lack of a second. Sarah Vetault moved that the Board find Level III Violations and adopt the Administrative Law Judge's Order, to read as follows:

ORDER OF PROBATION

In issuing this order of discipline, the Board considers its obligations to fairly and consistently administer discipline, its burden to protect the public welfare and safety, as well as all aggravating and mitigating factors presented in the case. Based on the foregoing Findings of Fact and Conclusions of Law, IT IS HEREBY ORDERED:

1. Docket 04F-1646-BOA is dismissed.
2. With regard to Docket 04F-1766-BOA, Respondent's License No. 10079 shall be placed on unsupervised probation for a period of six months commencing on the effective date of this Order. During his term of probation, Respondent shall comply with all statutes and regulations applicable to the practice of appraisal in Arizona. Any violation of applicable statutes and regulations shall constitute grounds for further disciplinary action against Respondent after notice.
3. Pursuant to the Board's Substantive Policy Statement #1, the Board considers the violations set forth herein to amount to a Level III Violation for disciplinary purposes.

RIGHT TO PETITION FOR REHEARING OR REVIEW

Respondent is hereby notified that he has the right to petition for a rehearing or review. Pursuant to A.R.S. § 41-1092.09, as amended, the petition for rehearing or review must be filed with the Board's Executive Director within thirty (30) days after service of this Order and pursuant to A.A.C. R4-46-303, it must set forth legally sufficient reasons for granting a rehearing or review. Service of this order is effective

five days after mailing. If a motion for rehearing or review is not filed, the Board's Order becomes effective thirty-five (35) days after it is mailed to Respondent.

Respondent is further notified that the filing of a motion for rehearing or review is required to preserve any rights of appeal to the Superior Court.

Tom Heineman seconded the motion. The Board voted 5-3 in favor of the motion upon the following roll call vote: Les Abrams–no; Rod Bolden–yes; Gabe Corral–no; Tom Heineman–yes; Cynthia Henry–yes; Myra Jefferson–yes; Gaye Rutan–no; Sarah Vetault–yes.

Informal Hearing Concerning 2003, Brian E. Trigueros.

Gaye Rutan moved that, at Respondent's request, the informal hearing be continued for 60 days. Tom Heineman seconded the motion. The Board voted unanimously in favor of the motion.

Informal Hearing Concerning 2017, Donald J. Stenberg.

Respondent appeared, was sworn in, made statements to the Board and answered the Board's questions. Sarah Vetault moved that the Board find no violations and that the matter be dismissed. The motion died for the lack of a second. Gaye Rutan moved that the Board find Level II Violations and issue Respondent a due diligence consent letter citing violations and providing for education. Gabe Corral seconded the motion. The Board voted 7-1 in favor of the motion. Sarah Vetault voted no.

Informal Hearing Concerning 2045, Joanna M. Conde.

Respondent appeared and withdrew her request for continuance. Gaye Rutan moved that the Board continue the informal hearing. Gabe Corral seconded the motion. The Board voted 4-4 upon the following roll call vote: Les Abrams–no; Rod Bolden–yes; Gabe Corral–yes; Tom Heineman–no; Cynthia Henry–no; Myra Jefferson–no; Gaye Rutan–yes; Sarah Vetault–yes. Respondent requested a continuance. Sarah Vetault moved that, at the request of the Respondent, the informal hearing be continued. Tom Heineman seconded the motion. The Board voted unanimously in favor of the motion.

Review and Action Concerning 1625/1626/1888/1889/1890, James D. Schofield.

Respondent appeared. Tom Heineman recused himself. Gaye Rutan moved that the Board continue the matter for 30 days to allow Respondent's mentor to bring his monthly reports

current. Sarah Vetault seconded the motion. The Board voted unanimously in favor of the motion.

Review and Action Concerning 1959/1960/1961, John A. Bellerose.

Respondent appeared. Gaye Rutan moved that the Board amend the proposed Consent Agreement and Order of Discipline citing violations and providing for probation, mentorship and education. The motion died for the lack of a second. Gabe Corral moved that the Board amend the proposed Consent Agreement and Order of Discipline citing violations and providing for suspension, probation, mentorship and education. The motion died for the lack of a second. Tom Heineman moved that the Board amend the proposed Consent Agreement and Order of Discipline citing violations and providing for suspension, probation, mentorship and education. Gaye Rutan seconded the motion. The Board voted 7-1 in favor of the motion. Gabe Corral voted no. Sarah Vetault moved that if the agreement is not signed within 45 days, the matter be referred to formal hearing before the Office of Administrative Hearings (OAH). Gaye Rutan seconded the motion. The Board voted 7-1 in favor of the motion. Gabe Corral voted no.

Review and Action Concerning 2120, Jaime X. Hidalgo

Respondent appeared. Staff summary was read. Gaye Rutan moved that the Board find Level I Violations and offer Respondent a nondisciplinary letter of concern citing violations. Sarah Vetault seconded the motion. The Board voted 7-1 in favor of the motion. Gabe Corral voted no.

Review and Action Concerning 2100, Michael S. Miller.

Respondent and Complainant appeared. Staff summary was read. Gaye Rutan moved that the Board find no violations and dismiss the complaint. Sarah Vetault seconded the motion. The Board voted unanimously in favor of the motion.

Review and Action Concerning 2098/2099, Jan A. Sell.

Respondent did not appear. Complainant appeared. Staff summary was read. Gaye Rutan moved that the Board find no violations and dismiss the complaints. Sarah Vetault seconded the motion. The Board voted unanimously in favor of the motion.

Review and Action Concerning 2119, Richard I. Peterson.

Respondent appeared. Staff summary was read. Sarah Vetault moved that the Board find no violations and dismiss the complaint. Gaye Rutan seconded the motion. The Board voted unanimously in favor of the motion.

Review and Action Concerning 1812, Marshall S. Coffman.

Respondent did not appear. Gaye Rutan moved that the Board open complaint 2144 alleging noncompliance with the 1/31/05 due diligence consent agreement. Sarah Vetault seconded the motion. The Board voted unanimously in favor of the motion.

Review and Action Concerning 1828/1829, Ray E. Trigueros.

Respondent did not appear. Tom Heineman moved that the Board approve Patrick M. Powers, Certified Residential Appraiser #20576 as Respondent's mentor. Gaye Rutan seconded the motion. The Board voted unanimously in favor of the motion.

Review and Action Concerning 1838, V. Wesley Wylie.

Respondent did not appear. Sarah Vetault moved that the Board accept the late mentor's reports. Tom Heineman seconded the motion. The Board voted unanimously in favor of the motion.

Review and Action Concerning 1893, George R. Dorsey.

Respondent did not appear. Gaye Rutan moved that the matter be tabled to determine if Respondent renews his license. Sarah Vetault seconded the motion. The Board voted unanimously in favor of the motion.

Review and Action Concerning 2116, Timothy L. Huffman/2117, Levi V. Holloway.

Respondents appeared. Staff summary was read. Gaye Rutan moved that 2116 be referred to an investigator. Sarah Vetault seconded the motion. The Board voted unanimously in favor of the motion. Sarah Vetault moved that 2117 be referred to an investigator. Gaye Rutan seconded the motion. The Board voted unanimously in favor of the motion.

Review and Action Concerning 2108, Paul A. Botts.

Respondent did not appear. Staff summary was read. Sarah Vetault moved that the matter be referred to an investigator. Rod Bolden seconded the motion. The Board voted unanimously in favor of the motion.

Review and Action Concerning 2109, Jay A. Josephs.

Respondent did not appear. Staff summary was read. Gaye Rutan moved that the matter be referred to an investigator. Myra Jefferson seconded the motion. The Board voted unanimously in favor of the motion.

Review and Action Concerning 2110, William Yates.

Respondent did not appear. Staff summary was read. Gaye Rutan moved that the Board issue Respondent a cease and desist letter. Sarah Vetault seconded the motion. The Board voted unanimously in favor of the motion.

Review and Action Concerning 2111, Shawn L. Talley.

Respondent did not appear. Staff summary was read. Sarah Vetault moved that the Board find no violations and dismiss the complaint. The motion died for the lack of a second. Gaye Rutan moved that the Board find Level I Violations and issue Respondent a nondisciplinary letter of concern citing violations. Rod Bolden seconded the motion. The Board voted 4-4 upon the following roll call vote: Les Abrams–yes; Rod Bolden–yes; Gabe Corral–no; Tom Heineman–yes; Cynthia Henry–no; Myra Jefferson–no; Gaye Rutan–yes; Sarah Vetault–no. Tom Heineman moved that the matter be referred to an investigator. Gabe Corral seconded the motion. The Board voted 6-2 in favor of the motion upon the following roll call vote: Les Abrams–yes; Rod Bolden–yes; Gabe Corral–yes; Tom Heineman–yes; Cynthia Henry–yes; Myra Jefferson–yes; Gaye Rutan–no; Sarah Vetault–no. Gaye Rutan moved that the Board reconsider its prior motion. Sarah Vetault seconded the motion. The Board voted 3-4 against the motion upon the following roll call vote: Les Abrams–no; Rod Bolden–no; Gabe Corral–no; Tom Heineman–no; Cynthia Henry–yes; Myra Jefferson–abstained; Gaye Rutan–yes; Sarah Vetault–yes.

Review and Action Concerning 2112, Stephen Handley.

Respondent did not appear. Staff summary was read. Sarah Vetault moved that the Board find Level I Violations and offer Respondent a nondisciplinary letter of concern citing violations. Gaye Rutan seconded the motion. The Board voted unanimously in favor of the motion.

Review and Action Concerning 2113, Rodney L. Martensen.

Respondent did not appear. Staff summary was read. Gaye Rutan moved that the Board find no violations and dismiss the complaint. Sarah Vetault seconded the motion. The Board voted unanimously in favor of the motion.

Review and Action Concerning 2114/2115, Edward A. Measel.

Respondent did not appear. Staff summary was read. Gaye Rutan moved that the Board find Level I Violations in 2114 and offer Respondent a nondisciplinary letter of concern citing violations. Rod Bolden seconded the motion. The Board voted unanimously in favor of the motion. Gaye Rutan moved that the Board find Level I Violations in 2115 and offer Respondent a nondisciplinary letter of concern citing violations. Myra Jefferson seconded the motion. The Board voted unanimously in favor of the motion.

Review and Action Concerning 2118, Robert J. Fabrizio.

Respondent did not appear. Staff summary was read. Gaye Rutan moved that the Board find Level I Violations and offer Respondent a nondisciplinary letter of concern citing violations. Myra Jefferson seconded the motion. The Board voted unanimously in favor of the motion.

Review and Action Concerning 2121, Mark E. Reed.

Respondent did not appear. Staff summary was read. Sarah Vetault moved that the Board find no violations and dismiss the complaint. Cynthia Henry seconded the motion. The Board voted unanimously in favor of the motion.

Review and Action Concerning 2124, Owen J. Jones/2125, Wendi L. Herda.

Respondents did not appear. Staff summary was read. Sarah Vetault moved that the Board find no violations and dismiss the complaints. Cynthia Henry seconded the motion. The Board voted unanimously in favor of the motion. Myra Jefferson moved that the Board reconsider its prior motion. Tom Heineman seconded the motion. The Board voted unanimously in favor of the motion. Gaye Rutan moved that the Board find Level I Violations in 2125 and offer Respondent a nondisciplinary letter of concern citing violations. Sarah Vetault seconded the motion. The Board voted unanimously in favor of the motion. Gaye Rutan moved that the Board find no violations in 2124 and dismiss the complaint. Sarah Vetault seconded the motion. The Board voted unanimously in favor of the motion.

Review and Action Concerning 2127, Donald L. Mowery.

Respondent did not appear. Staff summary was read. Gaye Rutan moved that the Board invite Respondent to an informal hearing. Myra Jefferson seconded the motion. The Board voted unanimously in favor of the motion.

Review and Action Concerning 1571/1572/1834/1840, Richard C. Blackburn.

Respondent did not appear. Gabe Corral recused himself. Gaye Rutan moved that, based on the Board's 12-month review, the complaints proceed as previously voted by the Board. Sarah Vetault seconded the motion. The Board voted unanimously in favor of the motion.

Review and Action Concerning 1646/1766, Rodney L. Martensen.

Respondent did not appear. The Board noted that the matters were handled previously in the meeting.

BOARD CHAIRPERSON REPORT

Les Abrams announced his Committee assignments. Committee meetings will be scheduled for April to elect Committee chairpersons.

EXECUTIVE DIRECTOR REPORT

Debb Pearson reported on the status of the Assistant Attorney General's assignments; advised no complaint answer dates had been extended by staff; reported the following complaint status for calendar year 2006 through 2/28/06:

| | | |
|--|----|---|
| Complaints filed | 29 | |
| Complaints dismissed | 0 | |
| Complaints referred to investigation | | 0 |
| Complaints resolved with nondisciplinary letter of concern | | 0 |
| Complaints resolved with nondisciplinary letter of remedial action | | 0 |
| Complaints resolved with disciplinary letter of due diligence | 0 | |
| Complaints resolved with probation | | 1 |
| Complaints referred to informal hearing | 0 | |
| Complaints referred to formal hearing | 0 | |
| Complaints resolved with suspension | 0 | |
| Complaints resolved with surrender | | 0 |
| Complaints resolved with revocation | | 0 |
| Complaints resolved with cease and desist letters | | 0 |

Violations Levels:

| | |
|-----|---|
| I | 0 |
| II | 0 |
| III | 0 |
| IV | 0 |
| V | 1 |

and updated the Board concerning the general salary increases and performance pay for all state employees, which became effective March 11, 2006.

APPLICATION REVIEW COMMITTEE REPORT

Gabe Corral reported the following Arizona appraiser and property tax agent information as of March 13, 2006:

| | | |
|-----------------------|-----|------------|
| Licensed Residential | 956 | |
| Certified Residential | 874 | |
| Certified General | 776 | |
| Nonresident Temporary | 98 | Total 2704 |
| Property Tax Agents | 290 | |

Gaye Rutan moved that the Board go into Executive Session for legal advice concerning the renewal application of Randolph W. Buckingham, Licensed Residential Appraiser #11033. Myra Jefferson seconded the motion. Upon return from Executive Session, Gaye Rutan moved that the Board deny the renewal application of Randolph W. Buckingham, Licensed Residential Appraiser #11033, pursuant to A.R.S. §§ 32-3611(D), 32-3631(A)(1) and 32-3631(A)(5). Rod Bolden seconded the motion. The Board voted unanimously in favor of the motion. Tom Heineman moved that the Board accept the Committee's recommendations (see attached). Myra Jefferson seconded the motion. The Board voted unanimously in favor of the motion.

APPRAISAL TESTING AND EDUCATION COMMITTEE REPORT

Sarah Vetault moved that the Board table the course supplier application and course approval applications for Mastering Real Estate Appraisal for 75 hours of qualifying education (distance) and for 2005 National USPAP Update Equivalent for seven hours of continuing education (distance) submitted by Dynasty School. Gaye Rutan seconded the motion. The Board voted unanimously in favor of the motion. Gabe Corral moved that the Board deny the request by Westford College for retroactive approval of the 2004 National USPAP Course taught 6/04 without Board Approval. Gaye Rutan seconded the motion. The Board voted unanimously in favor of the motion. Gaye Rutan moved that the Board accept the Committee's recommendations (see attached). Myra Jefferson seconded the motion. The Board voted unanimously in favor of the motion.

OLD BUSINESS

None.

NEW BUSINESS

None.

CONFIRMATION OF MEETING DATES, TIMES, LOCATIONS AND PURPOSES

The upcoming Committee and Board meetings were scheduled as follows:

April

| | | |
|----|----------------------------|-----------|
| 12 | Telephonic Special Meeting | 9:00 a.m. |
| 19 | Application | 3:00 p.m. |
| 20 | Budget | 8:10 a.m. |
| 20 | Personnel | 8:15 a.m. |
| 20 | Property Tax Agent | 8:20 a.m. |
| 20 | Rules | 8:25 a.m. |
| 20 | Education | 8:30 a.m. |
| 20 | Board Meeting | 9:00 a.m. |

ADJOURNMENT

The meeting was adjourned.

Minutes
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Lester G. Abrams, Chairperson